

28/05/20

Dear Parents/Carers,

Re: Reopening school for Year Reception, 1 and 6

I know that all of you will have concerns about whether to send your child back to school following the decision by the government that schools are to re-open for some groups.

I want to assure you that we have put together a very detailed risk assessment covering all aspects of how the school will be operating from next week. This assessment will be regularly reviewed and changes made depending on outcome of reviews.

In re-opening we have been guided by two absolutely critical key principles:

The obligation to ensure the safety, welfare and well-being of pupils, parents and staff; and making the best possible decisions based on the evidence we have and within the constraints and parameters, we face in our school.

I am, therefore writing, to give you some more information about how we will be organising Enfield Heights Academy for learning when we open the school for Year 1 children on June 2nd and then for Reception and Year 6 children on June 8th.

This letter is to support the video I recorded to show you very clearly what measures we have put in place to ensure we open safely and maintain social distancing throughout the school as much as is possible at all times. Video can be found here: <https://youtu.be/XiloFn9Khgg>

Return to school timetable

In order for us to start and end the day with social distancing in line with our risk assessment – staggered start and finish times have been arranged. Please see table below – I'm sure you will appreciate the importance of sticking to these times. Please note: the office will not be open for late comers.

| | | |
|---|------------------------------------|--|
| Children of Key workers | Monday 1st June | 9am – 3pm |
| Staff training on the 'new normal' | Monday 1st June | |
| Year 1 | Tuesday 2nd June | Week 1 - 8.45/ 9.00 – 3.15 Week 2 onwards – 9.00 – 3.20 |
| Year Reception | Monday 8th June | 8.50 – 3.10 |
| Year 6 | Monday 8th June | 9.10 – 3.30 |



Safety measures

The school takes the safety of your children and the safety of our staff very seriously. It is our first priority. Over the past few weeks we have all been working very hard to carry out very detailed risk assessments and put in place all possible measures to ensure everyone's safe return to school and for school based learning to take place. We have worked very closely with the other schools in our Trust, as well as speaking to other schools in the borough, to ensure we have best practice measures in place. These measures include:

In the Classroom

- Reduce class sizes to a maximum of 9 pupils to ensure social distancing can take place.
- This may mean that your child is not taught by their usual class teacher or teaching assistant. We will try to pair children with their own class teacher whenever possible.
- Each new class will be seen as a "protective bubble" and will not mix with any other pupils or staff in the school.
- There will not be the normal lunchtime break. Each class will have breaks throughout the day with the children and staff remaining in their "bubble".
- Y1 and Y6, children will be sat in their own seat and be given their own equipment to use.
- Reception children will work in mini bubbles within the class and will play/learn with only a few children at any one time.
- All Reception equipment will be removed and disinfected after use.
- All classroom equipment used will be thoroughly cleaned at the end of each day.
- Each class has their own supply of disinfectant and all surfaces will be sanitised throughout the day.
- Each classroom has been equipped with hand sanitiser dispensers and hourly hand sanitising schedules which will ensure children are washing their hands regularly.
- Each child will have their own tissues.
- Each classroom now has a pedal bin for waste disposal without the need to touch anything.
- Posters will be on display reminding the children of the new rules.
- Children will not be allowed to work or play with other children other than from a safe distance.

Curriculum

- Children will be taught maths, reading and writing from the National Curriculum in the morning.
- The afternoon will be spent on a mixture of Personal and Social Health Education, Topic work and creative activities.

Movement around school

- Children will not have access to the corridor during the day unless they need medical attention or to use the toilet.
- We will have a cleaner all day to ensure all areas outside of the classroom bubbles are kept clean whilst the children are at school.
- Each 'bubble' will be allocated an outdoor learning space and encouraged to use this for both play and any outdoor learning opportunities.
- All communal areas such as corridors have been adapted to show the 2-metre rule.
- All photocopiers will have disinfectant wipes so they can be cleaned before and after each use.



Lunchtime

- Each 'bubble' will have an allocated outdoor play time. This will be supervised by their two adults to ensure children stay apart and play safely.
- Children who select a school lunch will be provided with a packed lunch. This will be delivered to their classroom.
- All lunches will be eaten at the child's individual desk or space in the classroom.

In order for us to ensure social distancing is effective in school and around school we need to work in partnership with you and we ask that you follow our expectations for drop off, pick up and through your travel arrangements to and from school.

Drop Off

- The school gates will be open on Palmers Lane for drop off – please see timings above
- There will be **no breakfast club**.
- A member of staff will be standing on each gate to support with social distancing and to direct your child to their classroom.
- Only one parent should drop their child off at school – please leave siblings at home wherever possible.
- Parents walking to school must respect social distancing and stand 2 metres apart. Look out for marking around school which will support with this.
- On your travel to school you **MUST NOT** meet up with other families. Please respect this to help keep us all safe.
- You must bring your own child and stay 2 metres apart. Follow the floor markings.

Pick Up

- Only one parent should collect their child from school – please leave siblings at home wherever possible.
- Please respect social distancing and be prepared to wait until you are asked to enter the playground on the Palmers Lane entrance.
- All parents will collect their children from the usual playground unless otherwise advised. Please stand by the classroom door, taking into consideration the 2 metre markings.
- Your child will be called and you will exit through the gate on Pitfield Way.
- There will be **no after school child care** facilities at this time.

School uniform

- Please send your child to school in uniform. The usual uniform standards apply. Uniforms should be in good condition and regularly cleaned. If this presents a problem, for example, if you do not have enough uniform items for the child to wear while others are being washed, then other clothes of their own are acceptable.



If a child becomes unwell

- Our medical officer in school will have full PPE to wear in the event of any child displaying symptoms. If this happens they will be taken to an isolation area and collection will be organised.
- Please note: **Any child displaying symptoms of COVID 19 will not be allowed back to school until they have been tested and it is negative or until they have been symptom free for 14 days**
- **All the staff and children in that bubble will be sent home to self isolate until the results from the child's test are given to the school. Therefore, if your child shows symptoms it is imperative, to get them tested immediately.**

Home Learning

The timetable below will continue for all year groups. The logistics of us being able to deliver this will be reviewed weekly and you will be advised if changes are to take place.

| CHAT Primary Home Learning Timetable- Summer 2 | | | | |
|--|--|--|--|--|
| Monday | Tuesday | Wednesday | Thursday | Friday |
| Daily Exercise 30 minutes of physical activity. | Daily Exercise 30 minutes of physical activity. | Daily Exercise 30 minutes of physical activity. | Daily Exercise 30 minutes of physical activity. | Daily Exercise 30 minutes of physical activity. |
| Daily Reading Log your reading in your reading log or on DB Primary Y3-Y6. | Daily Reading Log your reading in your reading log or on DB Primary Y3-Y6. | Daily Reading Log your reading in your reading log or on DB Primary Y3-Y6. | Daily Reading Log your reading in your reading log or on DB Primary Y3-Y6. | Daily Reading Log your reading in your reading log or on DB Primary Y3-Y6. |
| Daily RWI Phonics (YR Y1 Y2) Log into https://www.youtube.com/ruthmiskintrainingedu for daily sessions or live at: Set 1: 9:30 and 12:30 Set 2: 10:00 1:00 Set 3 10:30 1:30 | | Daily RWI Phonics (YR Y1 Y2) Log into https://www.youtube.com/ruthmiskintrainingedu for daily sessions or live at: Set 1: 9:30 and 12:30 Set 2: 10:00 1:00 Set 3 10:30 1:30 | | |
| Daily Times Table (Y2 –Y6) Y2 (x2 x5 x10) Y3 (x2,5,10 ,3,4,8) Y4-Y6 (all up to 12x12) https://www.topmarks.co.uk/maths-games/hit-the-button | | Daily Times Table (Y2 –Y6) Y2 (x2 x5 x10) Y3 (x2,5,10 ,3,4,8) Y4-Y6 (all up to 12x12) https://www.topmarks.co.uk/maths-games/hit-the-button | | |
| Learning Journey/Topic This is project work to be completed throughout the week. | Writing Task The class teacher will set a writing task on DB Primary. | Maths The class teacher will post some arithmetic work on DB Primary. | Reading Comprehension or EYFS&Y1 Story/Questions Text and questions. | Creative Friday Challenge Take part in the challenge and upload a picture/video. |
| Sara Tilley Maths Challenge Miss Tilley sets weekly maths work. | The CHAT Story Teachers will upload a video. | | Parent Support Answers to Wednesday's Maths. | Parent Support Answers to Thursday's Reading. |



The children of key workers

If you are a key worker and your child is not in Reception, Year 1 or Year 6 they will still be able to attend school. Each primary school will be open on June 1st for key worker children and your child should attend their own school setting if you require it – this provision is available from 9.00 - 3.00 daily and access for drop off and pick up will be by the Pitfield Way gate. Children will be placed in a key worker bubble and will be allocated 2 members of staff.

School Office

- The school office is closed to parents and visitors.
- Communication with the school must be made by phone 02088059811 or by email office.eha@chat-edu.org.uk
- The office team are very happy to support you in any way they can.

If in an emergency, you need to speak to the Headteacher or member of the Senior Leadership Team then please make an appointment by telephone.

Attendance

Clearly this is a very difficult time for everyone and you will be wrestling with the decision as to whether you send your child back to school or to continue with home learning. I hope that this letter has reassured you that the school is taking all possible measures to ensure the school is as safe as possible for the children and staff to return in June.

Please note that attendance is not compulsory and the government says parents will not be fined if they chose not to send their child(ren) to school. Home learning will continue to be provided by your child's teacher even if that year group has been invited back into school.

If you chose not to send your child back to school, you must continue with the home learning that will be provided through DB Primary. If you change your mind and want your child to come back at a later point you will need to inform the school office. **Please be aware that your child will not start immediately as the school will need to make arrangements for their safe re-entry into school.**

You and your children have been greatly missed by all the EHA staff, we look forward to welcoming them back to a happy and comfortable place that they can be proud to call their school.

Kind Regards



Jade-Simone Bacon
Head of School

